

STATINTL

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Don't finish this until you've had a satisfying lunch, a cup of good coffee, and feel reasonably serene about the state of the universe!

The following review of the materials typed by [REDACTED] goes quite deep, but it should save her many hours in attacking the problems of accuracy and appearance. It should give you and her a quick and comprehensive picture of the most likely mistakes and errors that I could identify without having the original available for comparison.

25X1A

Lists of errata are attached for each of the 4 sets of material that you sent us: (1) the 1921-23 Diary Sections, (2) Diary Extracts from Vol. XI, (3) Edited Captions, and (4) Unedited Captions. These corrections should, of course, be reviewed by [REDACTED] and corrections made [REDACTED] 25X1A on her copies. Only in the case of (3) Edited Captions am I sure that you have retained copies. On the other hand, the only materials that you specifically requested returned were the 1921-23 Diary Sections (1), which we are now in the process of duplicating and will return to you as soon as possible. You did not request return of the other 2 sets. I am assuming that you expect them back but we will delay the fairly expensive job of duplicating them until we have heard from you again.

The 238 pages in the 1921-23 Diary set show improvement in the later pages, but mistakes of the same type continue to recur throughout the material. The lack of margins on right and bottom is, of course, extremely unfortunate. Erasures are badly smudged, and I believe that improved methods of erasure are needed. Page numbering was out of order in 3 places, which I have fixed by renumbering. There is a lack of continuity between pages 105 and 106, and the original should be checked in order to fill in the missing section. The pagination of the original diaries is not always given in the margins. Every sheet of typescript should have the original page number indicated, even if it came from the same page as the sheet preceding and the sheet following. The scientific names seem to read quite well, indicating that [REDACTED] 25X1A made a real effort to get them right, although typos are as likely to appear

DOCUMENT NO. [REDACTED]
NO CHANGE IN CLASS.
DECLASSIFIED
CLASS. CHANGED TO: TS S C
NEXT REVIEW DATE:
AUTH: HR 70-2
DATE: [REDACTED] REVIEWER: 372044

in the scientific names as anywhere else. Whenever she finishes a page and reads it over for typos, she should also check it against the original for all numbers and proper names as a matter of course, and I hope we can assume that she did so on this Diary.

The 44 pages of Vol. XI of the Diary which were offered as a "sample" of the narrative diaries are adequate as transcription of [REDACTED] hand-writing, and would be acceptable had they been spaced properly on the page, without lines running off the page and going right down into the lower right-hand corner to the very end of the paper. Perhaps it is just a matter of knowing how to fix the right-hand margin. The errors noted and listed are almost all typographical, but a few names are repeatedly misread, especially "Konka."

The Edited Captions still contain some errors, the study of which should prove instructive. Numbered pages would be desirable. Two extra sheets that accompanied this set are being returned, since they are strays that probably belong in one of the other 3 sets.

25X1A

The Unedited Captions represent, I realize, a stage in [REDACTED] growing familiarity with this material. With her present knowledge of the material, she should be able to use the errata sheet to much advantage. The double-spacing is not objectionable here, since the captions have so much white space surrounding them, but triple-spacing would still have been better. Had the initial pages of this set been carefully checked against the original, a great deal of unnecessary recurring error would have been avoided.

The best part of having a typist get control of her recurring errors, is that she develops more confidence in her own accuracy, and concentration on the really troublesome names and the numbers that are so easy to misread becomes less fatiguing.

(A useful device when handling copy in bulk is the attachment of paper clips to the edges of sheets to identify pages and lines where there is some problem requiring later consultation with someone else.)

No doubt there will be some questions regarding all this, and I will be interested to hear what happens next.

Sincerely,

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POE/jvm